

**DEPARTMENT OF THE ARMY**  
**Vacancy Announcement Number: NEA105640543D**

**Opening Date:** June 15, 2005

**Closing Date:** June 28, 2005

**Position:** Supply Technician, GS-2005-5  
**Salary:** \$29,857 - \$38,818 Annual  
**Place of Work:** Tobyhanna Army Depot, Dir/Public Works, Equipment and Supply Div, Tobyhanna, PA 18466  
**Position Status:** This is a Permanent position. -- Full Time  
**Number of Vacancy:** 01

Link to job announcement at <http://acpol.army.mil/employment> for more information.

**Duties:** You will serve as a member of a commodity team that processes stock control documents in support of depot operations involving the requisition, receipt, issue, replenishment and turn-in of depot operating supplies, materials and equipment. Utilizes a good knowledge of supply procedures, policy, precedent material and the ADP processing program (SPEEDEX) to conduct extensive searches for required information in order to correct complex supply transactions. Maintains stock control over a wide variety of depot operating stock. Assures that requisitions received are edited in an accurate and expedient manner. Performs detailed reviews to determine reasons for computer rejects on requisitions of a major significance. Reviews records, demand data, history files to determine if stock declared as excess to the organization should be picked up on records, reported to the NICPs for disposition instructions or disposed of locally. Contacts and offers recommendations to operating officials.

**About the Position:** Tobyhanna Army Depot is the largest, full-service electronics maintenance facility in the Department of Defense with a total installation work force of more than 4,400. The depot's mission includes design, manufacture, repair and overhaul of hundreds of electronic systems for all branches of the Armed Forces. They include satellite terminals, radio and radar systems, secure communications, electro-optics, night vision and anti-intrusion devices, airborne surveillance equipment, navigational instruments, electronic warfare, and guidance and control systems for tactical missiles. For over 50 years, Tobyhanna personnel have built a tradition of unparalleled customer satisfaction through the delivery of timely, cost-effective, and high-quality products and services. Located in Northeastern Pennsylvania, near Stroudsburg, Scranton and Wilkes-Barre, the depot is readily accessible to major East Coast cities, interstate highways, railways, international airports, colleges and universities.

**Who May Apply:** (Click on Who May Apply)

This is a Delegated Examining Announcement OPEN TO ALL U.S. CITIZENS. You will be required to submit appropriate documents (i.e. DD 214, VA letter) only if selected.

Interagency Career Transition Assistance Plan (ICTAP) eligibles.

**Qualifications:** Click on link below to view qualification standard.

**General Schedule**

**SPECIALIZED EXPERIENCE:** Applicants must possess one year of general experience that included a thorough knowledge of supply actions, processes, procedures, and documentation; ability to research automated supply account transactions; familiarity with one or more automated supply data bases to enter, correct, and retrieve recurring reports and to structure and retrieve specialized reports. **VETERANS PREFERENCE:** For preference to be granted your resume/supplemental information must clearly show your entitlement to preference. This is done by

listing campaign badges, medals earned, dates of military service for which preference is authorized, etc.. Veterans claiming 10-point preference must indicate date of VA letter certifying compensation for a service-connected disability or disability retirement pay, or other appropriate information that substantiates the claim of veterans preference. If selected you must submit documentation that verifies Veterans Preference that was claimed on your application. FOREIGN EDUCATION: Foreign education must be evaluated for U.S. equivalency in order to be rated eligible for this position. Please include this information in your resume.

GS-05: One year of experience directly related to the occupation and equivalent to the next lower grade level, or 4 years of higher education above high school, or a combination of experience and education.

The experience described in your resume will be evaluated and screened for the Office of Personnel Management's basic qualifications requirements, and the skills needed to perform the duties of this position as described in this vacancy announcement.

Education can be substituted for experience. Review the qualification requirements for specific information.

Only degrees from an accredited college or university recognized by the Department of Education are acceptable to meet positive education requirements or to substitute education for experience. For additional information, please go to the Office of Personnel Management (OPM) and U.S. Department of Education websites at - <http://www.opm.gov/qualifications> and <http://www.ed.gov/admins/finaid/accred/index.html>

**Other Information:**(Click on Other Information)

The Department of Defense (DoD) policy on employment of annuitants issued March 18, 2004 will be used in determining eligibility of annuitants. The DoD policy is available on [http://www.cpms.osd.mil/fas/staffing/pdf/rem\\_ann.pdf](http://www.cpms.osd.mil/fas/staffing/pdf/rem_ann.pdf)

Selection is subject to restrictions resulting from Department of Defense referral system for displaced employees. Permanent Change of Station (PCS) expenses are not authorized.

**Other Requirements:**(Click on Other Requirements)

Personnel security investigation required.

You will be required to provide proof of U.S. Citizenship.

You may claim Military Spouse Preference.

Failure to provide all of the required information as stated in the vacancy announcement may result in an ineligible rating or may affect the overall rating.

One year trial/probationary period may be required.

Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.

Direct Deposit of Pay is Required.

**How to Apply:** (Click on How to Apply)

Resumes must be received by the closing date of this announcement.

Self-nomination must be submitted by the closing date.

Resume must be on file in our centralized database.

Announcements close at 12:00am (midnight) Eastern Time.

Click here to use the [Army Resume Builder](#) to create your resume. Follow the instructions in this vacancy announcement to apply for the job.

Point of Contact: Cindy Sepulveda, NECPOC, 410-306-0039, [cindy.sepulveda@us.army.mil](mailto:cindy.sepulveda@us.army.mil).

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